

REFERENCE CONTACT - Must be Emailed to:
gracepeacemissn@aol.com
Grace & Peace Ministry Fellowship
Internship Program
Background Investigation

Name of Applicant _____

Name of Reference _____

Address _____

Phone: _____

The person named above is seeking to serve as an Intern Trainee and Christian Missionary with Grace & Peace Ministry Fellowship. He/She has provided your name and contact information to serve as one of three references on his/her behalf. G&PMF policy requires an investigation into an applicant's background to determine their suitability to serve in various ministry responsibilities. The candidate has signed a hold harmless and information release waiver statement relative to your service as a reference so that there can be no recriminations brought against you by him/her relative to their application. If you require a copy of the signed waiver you may request a copy from us. Please complete this form and e-mail it to our address as soon as possible. Your cooperation is appreciated. All information will remain completely confidential. If you want to include additional information regarding this applicant, you may do so by attaching it to additional pages of this form.

QUESTIONS:

1. What has been your relationship with the applicant? (friend, work related, church related)

2. How long have you known the applicant? _____

3. From the perspective of your response to #1 and your general perception of the ministry intern position being sought, do you feel the applicant is satisfactorily able to fulfill the demands of the position? _____ (Yes/No)

Please Comment _____

4. Please briefly express what has most impacted you about the applicant's character and skills. _____

5. In your opinion, is the applicant:

YES

NO

- TRUSTWORTHY
- DEPENDABLE
- LOYAL
- ABLE TO FOLLOW INSTRUCTIONS
- TEACHABLE
- SELF-STARTING
- OF ANY THREAT TO CHILDREN/YOUTH/TEENS

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

- ABLE TO WORK WELL WITH A TEAM
- WORKS/RELATES WELL WITH OTHERS

_____	_____
_____	_____

6. Are there any problem areas or concerns about the applicant that you feel would hinder leadership success with ministry responsibilities in which we might be able to assist the applicant?

Signature _____

Date _____

Reference

(for office use only)

A telephone interview was held with this reference on _____.
(Date)

The follow-up was conducted by _____
(Name of Interviewer)

Comments: _____

(Signature of Interviewer)